

*Meeting*

AGENDA FOR MEETING OF ADMINISTRATIVE STAFF CHIEFS

3 February 1955

- ✓ 1. Colonel White to discuss merger of COA/DD/P with DD/A.
- ✓ 2. Colonel White to discuss Personnel Ceilings.
- ✓ 3. Colonel White to discuss the wider use of shuttle bus facilities in preference to use of Government cars on routes served by the shuttle.
- ✓ 4. Colonel White to discuss National War College and Harvard nominations.
- ✓ 5. Colonel White to talk about the new building.
- ✓ 6. Colonel White to discuss weekly activity reports and their examination by the Management Staff.
- ✓ 7. Colonel White to mention Agency Regulations:
  - ✓ a. Reports from the field
  - ✓ b. Feeling of the IG and DD/P that there are too many regulations.
- ✓ 8. Mr. Reynolds to discuss compliance with provisions of [REDACTED] wherein Fitness Reports are required at time of separation of an employee.
- ✓ 9. Mr. Saunders to discuss retroactive overtime and PRC procedures to be followed in staffing out projects.
10. Mr. Pforzheimer to present his new chart showing Congressional bills of major interest to CIA; he will distribute copies.
- ✓ 11. Colonel White to mention his interest in having very senior DD/A people plan to take clandestine services type training courses.

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